App. F. IX-4

Previous References

1932-33
(C.R.B)

File No. 13-32

Serial Nos. 5.

Later References

General and Revenue Secretariat.

Serial Nos. One.

Part B for June 1933

SUBJECT.

Notes of Inspection of the Office of the Director of Agriculture by the Secretary Central Recruitment Board.

No 7020/C.R.B. dated 1st June 1933.

To The Director of Agriculture.

Records with certain observations.

Mangaiah
7/8/33

G.R.S. III—3]

1245
G. NB

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

OFFICE OF THE
- 1939

Programme of inspection for the month of Sept. 1932 submitted for approval

19.9.32 Office of the Director of Agriculture, Bangalore

Chd. Secy
Secretary CRB
6/9/32

Submitted
for
Ch. Secy

7/9/32
Ch
7/9

(2) Ch
8/9/32

(3) Put up on 9/9

(4) Issue
9/9

9/9/32

To The Director of Agriculture
No. 17.44 of 10.9.32
I have to state that the Secretary
to the Board will inspect the offices
of the Bank.

(5) Notes of Inspection of the Office of the Director of Agriculture is submitted—

(6) Please see me
31/10/1932
9/11

SECTION
8 SEP 1932
& REV SECTT.

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

TYPING SECTION
10 NOV. 1932
GENL. & REVISED

G.R.S. III—3]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

GENERAL SECRETARY
14 NOV. 1932
No.

(7) Subd with a typed copy of the Notes
Stores 12/11/32 (8) My approval when
9/12/11 notes will be ready
to be dis'd agn.
for remarks.
14/11

Gen Secy

(9) 16/11
16/11

(10)
Draft subd
Stores 12/11/32 (11) Issue
1/16/11 17/11

TYPING SECTION
18. NOV. 1932
ENL & REV SECTT.

To The Director of Agriculture
No. 3133 C—R3 dt 18.11.32

Forwards a copy of the
Notes of Inspection for remarks.

Sns P2
Stores
21/11/32
1/21/11

From The Director of Agriculture
No. Roc. 649 Est 207 dt 9.3.1933.

Forwards his replies.

(12) Typing section may be requested
to kindly type the replies on the left-
hand half margin of white paper
on only one side of it

Stores 8/4/33. (13) Typing Section
16/4/33

P.

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

Ent/16/4

Notes of Inspection of the Limit Office of the Director of Agriculture

General and Revenue Secretariat | File No. 1 / 1 / of 193 . | [App. F. III—2

Serial No.

(14) The notes of Inspection and the remarks of the Limit Officer are put in juxtaposition and used for orders,

Hong 18/4/33.

(15) Vide my remarks against the replies.

7/14/43 (16) Though there are not many serious irregularities, yet, in general, on the whole, the C.R.B. Rules have evidently (and admittedly also) not correctly & fully understood & followed. There is the frank explanation that the working Rules are now understood & that things will be followed & that things will, as far as possible, be set right.

(17) May be recorded with Quarterly observations & the remarks on the major items.

GENERAL SECRETARY 2-MAY 1933

Gen. Secy 1/5

Draft accdly

9.5 10/5

GENERAL SECRETARY 25 MAY 1933

Draft subd, for Consideration.

Hong 17/5/33.

7/123/5 Gen. Secy 23/5

T. Dawber

25/5

26/5/33

26/5

Note Cont. on Sheet.

PINCE FIRST 25 MAY 1933 No.

27 MAY 1933 No.

V. & REV.

WD 70—GBPM—60,000—13-8-31.

File No. 5104 of 193

General and Revenue Secretariat

To The Director of Agriculture.
No 7020 dated the 1st June 1933.
Records the notes of inspection and the correspondence relating thereto with some observations

P. Rice
1/12/6

Appendix F G—1]

SUBJECT .....

.....

.....

Section

File No.

Serial No.

Diary No. of letter replied to .....

No. 1644/cas.

To The Director of Agriculture

Sir,

I am directed to state that in accordance with the directions contained in G.O. No. 4312-4411 C.R.B 24-31-1 dated the 27th February 1932 the Secretary C.R.Board will visit your office on the 19th September 1932 to see how far the rules of recruitment have been given effect to in filling up vacancies that occurred in your Unit from the year 1927-28

I am, therefore, to request that arrangements may kindly be made to give him the necessary facilities and to have the marginally noted files kept ready for

General and Revenue Secretariat

( )

the *193* .

Date of issue 10.9.32

Signed by .....

List of enclosures .....

Copied by .....

Examined by .....

1. All files connected with appts made in conformity with the rules.
2. --do-- not --do--
3. Files relating to appts made of candidates that were granted exemption under the rules.
4. Files relating to "c" Statements.

WD 71—GBPM—40,000—20-7-31.

his reference, besides the Vacancy Registers, the Office Order Book, the Acquittance Roll, the Absentee Statements of officials attached to the monthly salary bills of your office and an up to date list of officials in subordinate service, giving particulars in each case as to the date of entry into service, age, caste and qualifications

I have etc
9/9
for Chief Secretary
to Govt
8/9/32

Appendix F G—1]

SUBJECT .....

.....

.....

Section

File No.

Serial No.

Diary No. of letter replied to .....

General and Revenue Secretariat

( )

the *193* .

Date of issue 16/11/32

Signed by .....

List of enclosures .....

Copied by WM&Y

Examined by .....

No 3133/CRR

Cultivation of Cinnamon

To The Director of Agriculture

Sir,

In continuation of this Office letter No 16444/CRR dated 10.9.1932, I am directed to forward herewith a copy of the notes of inspection of your office by the Secretary C R Board and to request you to be so good as to furnish your remarks on the same at a very early date.

I have etc

for Government Agent

Issued 17/11

Hons 16/11/32

Notes of Inspection of the Unit Office of the Director of Agriculture.

*****:0:*****

Date of inspection - 19th September 1932.

The Registers from 1927-28 were looked into.

Vacancy Register - This has not been maintained in the prescribed form nor all the columns filled in.

The dates on which the vacancies occurred have not been noted.

Temporary and permanent vacancies have bot been registered separately, e-g.,

1927-28 -

Sl. 1 Temporary vacancy of Head Clerk,
Sl. 2 Permanent vacancy of Caval/Ranger,
Sl. 3 Temporary vacancy ,,
Sl. 4 Permanent ,, ,,
Sl. 5 ,, ,, of Typist
Sl. 6 Temporary ,, of Fieldman,
Sl. 7 ,, ,, of Laboratory man,
Sl. 11 Permanent vacancy of Clerk.

The rule that all vacancies should first be classified into direct recruitment and promotion ones, before giving effect to the proposal of subordinate officers to fill them by seriatim promotions has not apparently been understood by the office, because, it was noticed that vacancies in all grades hadbeen filled by promotion and only the last resulted vacancies thrown open for direct recruitment and registered. The original vacancies that occurred and

and the mode of their disposal have not been noted in the Registers. In the case of promotion vacancies both the original vacancies with brief explanatory notes and the consequential ones thrown open for advertisement should be entered in the vacancy register.

The classification of direct recruitment vacancies into General and Special has not been correctly made, e-g.,

1927-28 -

Sl. 1 - General

Sls. 2 to 10 - Special

Sl. 11 - General

Sl. 12 - Special

Sl. 13 - General

Sls. 14 and 15 - Special

Sl. 16 - General

Sls. 17 to 22 - Special

Sls. 23-24 - General

Sls. 25 to 27 - Special

Sl. 28 - General

Sls. 29 to 36 - Special
Sls 37 to 38 - General
Sl. 39 - Special

1928-29 -

Sl. 40 - General

Sl. 41 to 42 - Special

Sl. 43 - General

Sl. 44 - Special

Sl. 45 - General

Sl. 46 - Special

Sl. 47 - General

Sls. 48 to 54 - Special

Sl. 55 - General,

Sl. 56 - Special

Under the rules every fourth direct recruitment vacancy in the order of occurrence or registration in the vacancy Register should be classified as a General Vacancy automatically, irrespective of any other considerations.

Vacancies have not been registered in the order of their occurrence or report in the following cases -

1928-30 -

Sl. Nos. 19 - 40 - occurred on 1-10-1928,
Sl. No. 41 ,, ,, 27-9-1928,
Sl. No. 42 ,, ,, 8-4-1928,
Sl. No. 43 ,, ,, 8-9-1928,
Sl. No. 60 ,, ,, 22-12-1928,
Sl. No. 61 ,, ,, 15-11-1928,
Sl. No. 66 ,, ,, 8-1-1929,
Sl. No. 67-71 ,, ,, 1-10-1928,

Prompt action was not taken to get the following vacancies advertised as soon as they occurred -

1931-32 -

Mininterial.	Date of occurrence.	Date of forwarding the A Statement
Sl. 1	3-2-1930	
Sl. 2	1-7-1930	
Sl. 3	2-9-1930	19/24-3-193
Sl. 4	10-10-1930	
Sl. 5	5-1-1931.	
Sl. 6	2-7-1931	
Sl. 7	16-7-1931	
Sl. 8	30-9-1931	
Sl. 9	25-12-1931	
Sl. 10	10-3-1932.	

Executive - .

Sl. 1	16-1-1930	
Sl. 2	5-7-1931	
Sl. 3	28-7-1931	19/24-3-1932.
Sl. 4	2-8-1931	
Sl. 5	1-9-1931	
Sl. 6	16-9-1931	
Sl. 7-8	1-10-1931	
Sl. 9	5-10-1931	
Sl. 10	2-12-1931	
Sl. 11-13	6-12-1931	
Sl. 14-16	25-12-31	
Sl. 17	2-1-1932	
Sl. 18	17-1-1932	
Sl. 19	10-3-1932	

It is not necessary to wait till reports of several vacancies are received in the Unit Office, with a view to prepare a consdlidated "A" Statement and forward the same to the Central Recruitment Board for advertisement. The rules require that as soon as a vacancy occurs or is reported to the Unit Office, it should be reported to the Central Recruitment Board Office in the form of an "A" statement and prompt action should be taken at every stage of the disposal of the vacancy. It is hoped that this rule will be strictly followed in future.

The names of the candidates appointed in the following vacancies have not been entered in the vacancy register:

1927-28 -

1927-28 -

Sl. No. 9 - Vacancy of a clerk on Rs. 40/- in the Coffee Experimental Farm Bale Honnur,

Sl. No. 13 - Vacancy of Agricultural Inspector on Rs. 35/-,

Sl. No. 14 - Vacancy of an Accountant on Rs. 55/- in the Civil Veterinary Departmen

Sl. No. 15 - --do-- Rs. 45/-

Sl. 16 - --do-- of clerk, Chemical Section on Rs. 35/- (ordered not to be advertised, but this remark has not been entered),

Sl. No. 19-24 - Vacancies of Veterinary Inspectors on - Rs. 75/- each,

Sl. Nos. 29-38 - --do-- Rs. 50-5/2-72 each

Sl. 25 - Vacancy of Naval Ranger - Pay Rs. 30 plus 10,

Sl. 26 - --do-- Agricultural Inspector Pay - Rs. 35-4-55.

Sl. 27 - --do-- Depot clerk on Rs. 30/-

Sl. 28 - --do-- Agricultural Inspector on Rs. 35-4-55.

1928-29 -

Sls. 1-15-16-17 -

Sls. 19-31

Sls. 36 - Junior Asst. Botanist Rs. 70-10-150

Sl. 37 - Asst. Agri. Engineer 70-10-150

Sl. 38-40 - Agri. Insprs. 50-4-70 each,

Sl. 42

Sl. 44 - Junior Assistant Entomologist - Rs. 75/-

Sl. 56-58 - Twelve Depot Clerks,

Sl. 60-61, 63, 71.

All the columns of the Register should be invariably filled in.

Vacancies which could not be filled at the first advertisement, were registered afresh at the time of readvertisement in the following cases:-

1930-31 -

Sl. No. 5 -	Laboratory Attendant, Coffee Experimental Farm, Balehonnur	This was again registered as Sl. No. 31.

Sl. Nos. 35-37, 38 - Vacancies of Veterinary Inspectors - These have been registered again at the time of readvertisement.

There are nearly 400 appointments in this Unit Office, ~~as may be seen from the annexure.~~ The number of vacancies registered appears however, to be disproportionately small as shown on the margin.

1927-28 - 39
1928-29)-189
1929-30)
1930-31 - 46
1931-32 - 29

It may kindly be intimated whether all vacancies of over 3 months in duration have been registered as required by the rules.

The reasons for the following irregularities noticed during the examination of the registers, may kindly be explained:-

(1) Mr. C.V. Ramaiya, Agricultural Inspector on Rs. 57-4-77 on other duty -

duty - Office Memo No. 1 dated the 2nd July 1927.

(2) Mr. D. Balakrishna Rao, Agricultural Inspector on Rs. 55/- - promoted vice No. 1 from 18th February 1927,

(3) Mr. K.H.Balaji Rao, Agricultural Inspector on Rs. 55/- in Rs. 35-4-55 - promoted to grade Rs. 55-4-77 vice No. 2,

The last promotion is not in conformity with the rules. A vacancy on Rs. 50/- at least should have been made available for advertisement. Instead, one on Rs. 35/- in the grade of Rs. 35-4-55 appears to have been thrown open.

II(a)(1) Maizuddin on Rs. 25/-, Fitter Implement Depot, leave from 21st July 1927 - Office Memo No. 17 dated the 27th July 1932,

(2) C. Madhava Rao, Mutchi on Rs. 15/- promoted - Vice No. 1 - Office Memo No. 17 dated the 27th July 1932

(b) Mr. P. Jacob, Agricultural Inspector went on leave for 2 months - which was further extended by 6 months - R.O.C. 1163/Sc 356 dated the 7th January 1928,

2. Mr. T.N. Venkatesaiya, Senior Fieldsman on Rs. 30-3-45 - promoted, vice No. 1,

3. Mr. M. Jacob, Junior Fieldsman on Rs. 30-3-45 vice No. 2,

4. C. Madhava Rao, Mutchi - Vice No. 3

(c) D. Rama Rao, working as cooly was appoin

appointed as Store Clerk on Rs. 25/- in the Babbur Farm.

The promotion from Inferior to Superior Service and from Class to Class of appointments in the above instances is not in order.

III. Official Memorandum No. 111 dated the 10th August 1928/S.C. 372 of 1927-28.

1. H.S. Ranganna, Clerk, Biological Section - resigned - permanent vacancy,

2. B. Kesava Murthi Rao, Acting Clerk Agricultural School, Hebbal on Rs. 35/- and acting clerk on Rs. 45/- at Hebbal Farm - confirmed in the abdve vacancy on Rs. 35/-.

The confirmation is not in order. The vacancy should have been brought on the registers and advertised as a permanent one.

Full instructions have been given to the Office for the proper maintenance of the several registers and the classification of vacancies. It is hoped that the rules will be strictly followed in future.

Secretary
Central Recruitment
Board
Hons

Telegraphic Address : " Agri., Bangalore"
Code : 5th Edition A. B. C.

D 5104

DEPARTMENT OF AGRICULTURE

- MYSORE STATE.

BANGALORE,

Urgent.
In reply please quote in full the Nos. and indicative symbol given below.

Roc. 649 Est. 207 of 32-33. 9th March 1933. 19

No Such one

FROM

LESLIE C. COLEMAN, ESQ., M.A., PH.D., C.I.E.,
DIRECTOR OF AGRICULTURE IN MYSORE,
BANGALORE.

To

GENERAL SECRETARIAT
10 MAR 1933
No C 9/3

Ranga Rao, Esq, B.A., B.L.,
General Secretary to the Government of
Mysore, B a n g a l o r e.

SIR,

With reference to your letter No. 3133CRB. dated the 18th November 1932 regarding the Inspection Notes of the Secretary, Central Recruitment Board on his inspection of the registers of this office, I have the honor to forward herewith replies in respect of the several items noticed therein.:

The several points observed in the Notes of Inspection have been noted and the Registers are maintained properly since the working rules were explained to the office by the Secretary, Central Recruitment Board.

I have the honor to be,
Sir,
Your most obedient servant,

Director of Agriculture.

blm.

Urgent.

Roc. 649 Est. 207 of 32-33. 9th March 1933.

R. Ranga Rao, Esq, B.A., B.L.,
General Secretary to the Government of
Mysore, B a n g a l o r e.

With reference to your letter No. 3133CRB.dated the 18th November 1932 regarding the Inspection Notes of the Secretary, Central Recruitment Board on his inspection of the registers of this office, I have the honor to forward herewith replies in respect of the several items noticed therein.:

The several points observed in the Notes of Inspection have been noted and the Registers are maintained properly since the working rules were explained to the office by the Secretary, Central Recruitment Board.

D 5102
Lo. NB.

CENTRAL RECRUITMENT BOARD

I have the honor to be,
Sir,
Your most obedient servant

Sd/-
Director of Agriculture.

blm.

Copy forwarded to the Secretary, Central Recruitment Board with reference to his letter No. 4907 CRB dated the 24th February 1933.

Director of Agriculture.

Replies to the Notes of Inspection of the Secretary, Central Recruitment Board.

Register of Vacancies.

This is being maintained in the regular prescribed form from 1930-31.

2.This is being attended to now. The present registers furnish all the necessary information under the various columns

All vacancies, temporary and permanent, were registered in one and the same book in the previous years. From the year 1930 separate registers have been maintained and permanent and temporary vacancies in the Executive and Ministerial establishments are separately classified.

The distinction between 'Direct' and 'Promotion' vacancies was not being made before under the impression that seriatim promotions can be made in every vacancy and the last place released for notification. After the working rules were explained during the inspection of this office books by the Secretary, Central Recruitment Board, all the defects pointed out have been rectified in the registers now maintained.

The classification between 'General' and 'Special' vacancies is now being made in the ratio of 1 : 3, that is, for every 3 'B' class appointments, the 4th will be a General vacancy The improper classification noticed in the Inspection memo is as already explained due to the non-maintenance of the separate Registers for the ~~xx~~ Executive and Ministerial establishments. As regards the taking of vacancies to the Register promptly as they occurred or were reported, the omission in previous years is regretted. From the year 1930-31 every vacancy of over 3 months' duration has been taken to the register and classified under the rules.

Accumulation of vacancies is also avoided and arrangements are made to notify the vacancies as they occur without delay.

As regards the big list of vacancies notified in a consolidated manner in March 1932, the Government orders regarding

regarding "Economies" were understood to mean that the notification of vacancies was suspended for the time being, temporary arrangements made in each of these vacancies were reported to Government and their sanction obtained.

From the previous registers as they were then being maintained, it is difficult now to trace the appointments made to the different vacancies in those registers and fill up the gaps therein. However, this will be attended to as far as possible by reference to the office orders, books and the files concerned.

All the columns of the Vacancies Register are duly filled in since 1930-31.

Vacancies advertised once and for which no applications were received were taken to the register of vacancies afresh for readvertisement of the same, as by the time the readvertisement had to be made a number of other vacancies would have occurred and notified to the Central Recruitment Board. This is now avoided since the working rule was explained at the time of Inspe ction by the Secretar Central Recuritment Board.

The General Reorganization of the Department during the year 1928-29 accounts for the large number of vacancies advertised in that year and the following one. As far as possible all vacancies requiring advertisement have been registered. Vacancies that were filled up direct without reference to the Central Recruitment Board were however not registered. These are not many.

Explanation for the irregularities noticed.

Order No. 1 of 2nd July 1927 . As has already been explained vacancies in the higher grades were being usually filled up by promotion and the last place in the chain of arrangements thrown open for advertisement. This has since ceased from the current year and the rules are strictly followed in this behalf.

Promotion of men from Inferior Service to the Superior Survice is not usual. But in really deserving cases, this is done with the sanction of Government.

The promotion of Mutchi Madhava Rao to the Fitter's place was ordered in the interests of service. This is again a seriatim arrangement made under the circumstances noted in the previous para.

B. Keshavamurti was confirmed in the vacancy of H.S. Ranganna resigned, as he was all along a temporary clerk from 12th February 1923 and the senior-most of acting men and the released vacancy of temporary clerk on Rs.35/- Biological Section was notified as special vacancy No.1735 of 28-29. The appointment of K. Ramaswamy from among the applications so received was made and the fact reported to the Secretary, Central Recruitment Board in the usual 'B' Statement forwarded with this office letter No. Roc. 1336 Sc.372 of 27-28 dated 3rd May 1928.

blm

Director of Agriculture.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS
THE MAHARAJA OF MYSORE

Read:-

Correspondence ending with letter No.R.O.C. 649 /Est. 207/32-33 dated the 9th March 1933 from the Director of Agriculture in Mysore furnishing his remarks on the Notes of Inspection of his Office by the Secretary, Central Recruitment Board.

Order No. 7020/CAS 13-325

1-6-

Dated, Bangalore, ~~29th March~~ 1933.

Recorded with the following observations: -

(1) The permanent vacancy of a clerk in the Biological Section of the Office has been utilised for the confirmation of a temporary official, releasing for disposal the temporary vacancy. This was irregular, under the Rules of recruitment (vide para 14 (d) of the Manual of Recruitment Rules) and should have been avoided.

(2) One Madhava Rao, Mutchi is reported to have been promoted to the Fitter's place (Superior Service) in the interests of service. This is not regular as no previous sanction of Government through the Central Recruitment Board was obtained therefor. The Director is requested to obtain the necessary sanction if it has not already been obtained and if the official is still continuing in superior service.

(3) It is noticed that such of the vacancies that were filled up direct without reference to the Central Recruitment Board were not registered. This procedure is open to serious objection. All vacancies of more than three months in duration should be brought on the vacancy registers and sanction of Government through the Central Recruitment Board should be obtained if they have to be filled up without reference to the rules of recruitment.

Government trust that the Central Recruitment Board Rules will

p.t.o.

be strictly adhered to in future.

for General Secretary to Government.

To

The Director of Agriculture in Mysore, Bangalore.

ACH.3.

G. R. S. App. F VI—G 2]

SUBJECT.....

.....

.....

Diary No. of letter replied to 5704

Section (RB

File No. 13-32

Serial No. 5

General and Revenue Secretariat

( )

the *193* .

Proceedings of the Government of His Highness the Maharaja of Mysore.

Date of issue..... 193 .

Signed by.....

Read—

Correspondence ending with letter No. R.O.C. 649. Est. 207/32-33. dated the 9th March 1933 from the Director of Agriculture in Mysore furnishing his remarks on the notes of Inspection of his office by the Secretary C.R.B.

May this be—

(i) printed ?

(ii) treated as a standing order ?

(iii) published in the Gazette, English part ?

(iv) translated ?

(v) placed at the disposal of the press ?

(vi) published in the Gazette, kannada part ?

Order thereon.—No 2020/CRB 13-32-5 dt 1-6-33

Recorded with the following observations:

1) The permanent vacancy of a Clerk in the Biological Section of the office has been utilised for the Confirmation of a releasing temporary Official, and the

Proposal No

~~[illegible]~~ Temporary vacancy ~~has been filled up in accordance with the rules of~~ ~~the rules of recruitment (vide para of the Regd)~~ This was irregular, under the Rules ~~made in conformity with the rules~~ recruitment (vide para 14 (a) (i) of Manual of Recruitment Rules) and should have been avoided.

2) One M Madhava Rao Dombeli is reported to have been promoted to the Fitter's place (Superior service) in the interests of Service. This is not regular ~~should have been done after~~ as no previous sanction of Government through the C R Bd. was obtained therefor. ~~If this has not been done~~, the Dy is requested to obtain the necessary sanction, if it has not already been obtained and if the official is still continuing in Superior service

3) It is noticed that ~~has been reported that~~ ~~Such of the~~ vacancies that were filled up direct without reference to the C R Bd. were not registered. This procedure ~~open to serious objection.~~ All

List of Enclosure

Copied by

Examined by

G. R. S. App F. G. 3.

GENERAL AND REVENUE SECRETARIAT.

(Continuation sheet draft form.)

vacancies of more than three months in duration should be brought on the vacancy Registers and sanction of Govt thereto the C R Board should have to be obtained if-that ~~in case any of such~~ vacancies have to be filled up without reference to the rules of recruitment. ~~The Dir is requested to see that it is strictly adhered to in future~~

In general, it is a matter of regret to observed that on the whole, the C R B rules have evidently and admittedly also been correctly and fully understood and followed in this Unit Office even after a period of 12 years of the introduction of the Recruitment Rules. It is hoped that things will be set right as far as possible and the rules will be followed strictly hereafter

In general, Govt note that the C.R.B. Rules have not been correctly understood and followed in this Unit-Office

Govt hope that the working Rules are now understood and will be duly followed and the points noticed will be attended to as far as possible.

Govt trust that the C.R.B. Rules will be strictly adhered to in future

WD 0327—GPB—10,000—18-5-27

23/5/27

To. The Dy General Secy Agriculture

17/5/33

Notes of Inspection of the Unit Office of the Director of Agriculture.

Replies of the Unit Officer

***** :0: *****

Date of inspection - 19th September 1932.

The Registers from 1927-28 were looked into.

Vacancy Register - This has not been maintained in the prescribed form nor all the columns filled in.

The dates on which the vacancies occurred have not been noted.

Replies.

Register of Vacancies.

1. This is being maintained in the regular prescribed form from 1930-31.

2. This is being attended to now. Th present registers furnish all the nece sary information under the various co

Temporary and permanent vacancies have not been registered separately, e-g., 1927-28 -

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Sl. 3 Temporary vacancy ,,
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Sl. 6 Temporary ,, of Fieldman,
Sl. 7 ,, ,, of Laboratory man,
Sl. 11 Permanent vacancy of Clerk.

All vacancies, temporary and perm were registered in one and the same b the previous years. From the year 19 separate registers have been maintai and permanent and temporary vacancies Executive and Ministerial establishme separately classified.

The rule that all vacancies should first be classified into direct recruitment and promotion ones, before giving effect to the proposal of subordinate officers to fill them by seriatim promotions has not apparently been understood by the office, because, it was noticed that vacancies in all grades hadbeen filled by promotion and only the last resulted vacancies thrown open for direct recruitment and registered. The original vacancies that occurred and

The distinction between "Direct " 'Promotion ' vacancies was not being m before, under the impression that seria promotions can be made in every vacanc and the last place released for notifi After the working rules were explained the inspection of this office books by Secretary, Central Recruitment Board, a defects pointed out have been rectifie the registers now maintained.

Remarks.

Subd F on perusal.

(Things are now being put in order, as required in the Rules, & it is hoped that this will be kept up.) A

Subd for perusal.

(Their former impression was quite wrong, & they now get the correct position as for Rules and have put things in order). A

and the mode of their disposal have not been noted in the Registers. In the case of promotion vacancies both the original vacancies with brief explanatory notes and the consequential ones thrown open for advertisement should be entered in the vacancy register.

The classification of direct recruitment vacancies into General and Special has not been correctly made, e-g.,

1927-28 -

Sl. 1 - General
Sls. 2 to 10 - Special
Sl. 11 - General
Sl. 12 - Special
Sl. 13 - General
Sls. 14 and 15 - Special
Sl. 16 - General
Sls. 17 to 22 - Special
Sls. 23-24 - General
Sls. 25 to 27 - Special
Sl. 28 - General
Sls. 29 to 36 - Special
Sls 37 - 38 — General
Sl. 39 - Special

1928-29 -

Sl. 40 - General
Sl. 41 to 42 - Special
Sl. 43 - General
Sl. 44 - Special
Sl. 45 - General
Sl. 46 - Special
Sl. 47 - General
Sls. 48 to 54 - Special
Sl. 55 - General.
Sl. 56 - Special

The classification between 'General and 'Special' vacancies is now being m in the ratio of 1 : 3, that is, for ev 3 'B' class appointments, the 4th will General vacancy. The improper classif noticed in the Inspection memo is as explained due to the non-maintenance of the separate Registers for the Executive and Ministerial establishments. As regards the taking of vacancies to the Register promptly as they occurred or were reported, the omission in previous years is regretted. From the year 1930-31 every vacancy of over 3 months' duration has been taken to the register and classified under t rules.

Subd for perusal.

(They see now that what they have done was not correct as per Rules and what is correct - course should be under the Rules) a

Under the rules every fourth ~~direct recruitment~~ vacancy in the order of occurrence or registration in the vacancy Register should be classified as a General Vacancy automatically, irrespective of any other considerations.

Vacancies have not been registered in the order of their occurrence or report in the following cases -

1928-30 -

Sl. Nos. 19 - 40 - occurred on 1-10-1928,
Sl. No. 41 ,, ,, 27-9-1928,
Sl. No. 42 ,, ,, 8-4-1928,
Sl. No. 43 ,, ,, 8-9-1928,
Sl. No. 60 ,, ,, 22-12-1928,
Sl. No. 61 ,, ,, 15-11-1928,
Sl. No. 66 ,, ,, 8-1-1929,
Sl. No. 67-71 ,, ,, 1-10-1928,

Prompt action was not taken to get the following vacancies advertised as soon as they occurred -

1931-32 -

Mininterial.	Date of occurrence.	Date of forwarding the A Statement
Sl. 1	3-2-1930	
Sl. 2	1-7-1930	
Sl. 3	2-9-1930	19/24-3-1932.
Sl. 4	10-10-1930	
Sl. 5	5-1-1931.	
Sl. 6	2-7-1931	
Sl. 7	16-9-1931	
Sl. 8	30-9-1931	
Sl. 9	25-12-1931	
Sl. 10	10-3-1932.	

(Long delay of months & in some cases, of a few years).

Executive -

Sl. 1	16-1-1930	
Sl. 2	5-7-1931	
Sl. 3	28-7-1931	19/24-3-1932. &&
Sl. 4	2-8-1931	
Sl. 5	1-9-1931	
Sl. 6	16-9-1931	
Sl. 7-8	1-10-1931	
Sl. 9	5-10-1931	
Sl. 10	2-12-1931	&&&&&
Sl. 11-13	6-12-1931	
Sl. 14-16	25-12-31	
Sl. 17	2-1-1932	
Sl. 18	17-1-1932	
Sl. 19	10-3-1932	

It is not necessary to wait till reports of several vacancies are received in the Unit Office, with a view to prepare a consdlidated "A" Statement and forward the same to the Central Recruitment Board for advertisement. The rules require that as soon as a vacancy occurs or is reported to the Unit Office, it should be reported to the Central Recruitment Board Office in the form of an "A" statement and prompt action should be taken at every stage of the disposal of the vacancy. It is hoped that this rule will be strictly followed in future.

The names of the candidates appointed in the following vacancies have not been entered in the vacancy register:

1927-28 -

Accumulation of vacancies is als
avoided and arrangements are made
notify the vacancies as they occur
delay.

As regards the big list of vaca
a consolidated manner in March 1932
Government orders regarding "Econom
understood to mean that the notific
vacancies was suspended for the tim
temporary arrangements made in each
vacancies were reported to Governmen
sanction obtained.

From the previous registers as t
then being maintained

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1927-28 -

Sl. No. 9 - Vacancy of a clerk on Rs. 40/- in the Coffee Experimental Farm Bale Honnur,

Sl. No. 13 - Vacancy of Agricultural Inspector on Rs. 35/-,

Sl. No. 14 - Vacancy of an Accountant on Rs. 55/- in the Civil Veterinary Departme

Sl. No. 15 - --do-- Rs. 45/-

Sl. 16 - --do-- of clerk, Chemical Section on Rs. 35/- (ordered not to be advertised, but this remark has not been entered),

Sl. No. 19-24 - Vacancies of Veterinary Inspectors on - Rs. 75/- each,

Sl. Nos. 29-38 - --do-- Rs. 50-5/2-72 each

Sl. 25 - Vacancy of Kaval Ranger Pay Rs. 30 plus 10,

Sl. 26 - --do-- Agricultural Inspector Pay - Rs. 35-4-55.

Sl. 27 - --do-- Depot clerk on Rs. 30/-

Sl. 28 - --do-- Agricultural Inspector on Rs. 35-4-55.

928-29 -

ls. 1-15-16-17 -

ls. 19-31

s. 36 - Junior Asst. Botanist Rs. 70-10-150

(Vide remarks above)

Sl. 37 - Asst. Agri. Engineer 70-10-150

Sl. 38-40 - Agri. Insprs. 50-4-70 each,

Sl. 42

Sl. 44 - Junior Assistant Entomologist - Rs. 75/-

Sl. 46-58 - Twelve Depot Clerks,

Sl. 60-61, 63, 71.

All the columns of the Register should be invariably filled in.

Vacancies which could not be filled at the first advertisement, were registered afresh at the time of readvertisement in the following cases:-

1930-31 -

Sl. No. 5 - Laboratory Attendant, Coffee Experimental Farm, Balehonnur — This was again registered as Sl. No. 31.

Sl. Nos. 35-37, 38 - Vacancies of Veterinary Inspectors - These have been registered again at the time of readvertisement.

There are nearly 400 appointments in this Unit Office, ~~as may be seen from the annexure.~~ The number of vacancies registered appears, however, to be disproportionately small as shown on the margin.

1927-28 - 39
1928-29)-189
1929-30)
1930-31 - 46
1931-32 - 29

It may kindly be intimated whether all vacancies of over 3 months in duration have been registered as required by the rules.

All the columns of the vacancies duly filled in since 1930-31.

Vacancies advertised once and fo which no applications were receive were taken to the register of vaca as by the time the readvertisement cies afresh for readvertisement had be made a number of other vacancies would have occurred and notified to Central Recruitment Board. This is avoided since the working rule was explained at the time of Inspection the Secretary, Central Recruitment Bo

The General Reorganisation of the Department during the 1928-29 accou for the large number of vacancies ad vertised in that year and the follow one. As far as possible all vacanci requiring advertisement have been re tered. Vacancies that were filled u direct without reference to the Cent Recruitment Board were however not r tered. These are not many.

ister are

Subd for perusal ——→

All vacancies of more than three months in duration should be brought on the Vacancy Registers and sanction of Govt through the CRSD has to be obtained in case any of the vacancies have to be filled up without reference to the Rules. This may be pointed out so as to enable the Instt offices to follow the rules more closely.

(They also see it now).

The reasons for the following irregularities noticed during the examination of the registers, may kindly be explained:-

(1) Mr. C.V. Ramaiya, Agricultural Inspector on Rs. 57-4-77 on other duty - duty - Office Memo No. 1 dated the 2nd July 1927.

2) Mr. D. Balakrishna Rao, Agricultural Inspector on Rs. 55/- - promoted vice No. 1 from 18th February 1927,

(3) Mr. K.H. Balaji Rao, Agricultural Inspector on Rs. 55/- in Rs. 35-4-55 - promoted to grade Rs. 55-4-77 vice No. 2,

The last promotion is not in conformity with the rules. A vacancy on Rs. 50/- at least should have been made available for advertisement. Instead, one on Rs. 35/- in the grade of Rs. 35-4-55 appears to have been thrown open.

II(a)(1) Maizuddin on Rs. 25/-, Fitter Implement Depot, on leave from 21st July 1927 - Office Memo No. 17 dated the 27th July 1932,

(2) C. Madhava Rao, Mutchi on Rs. 15/- promoted - Vice No. 1 - Office Memo No. 17 dated the 27th July 1932

(b) Mr. P. Jacob, Agricultural Inspector went on leave for 2 months - which was further extended by 6 months - R.O.C. 1163/Se 356 dated the 7th January 1928,

2. Mr. T.N. Venkatesaiya, Senior Fieldsman on Rs. 30-3-45 - promoted, vice No. 1,

3. Mr. M. Jacob, Junior Fieldsman on Rs. 30-3-45 vice No. 2,

4. C. Madhava Rao, Mutchi - Vice No. 3 -

Explanation for the irregularities

Order No.1 of 2nd July 1927. As already been explained vacancies in higher grades were being usually fi by promotion and the last place in of arrangements thrown open for adv This has since ceased from the cur and the rules are strictly followed behalf.

Promotion of men from Inferior Service to the Superior Service is not usual. But in really deservin cases, this is done with the sanct of Government.

The promotion of Mutchi Madhava to the Fitter's place was ordered the interests of service. This is again a seriatim arrangement made the circumstances noted in the pre para.

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Submitted for perusal.

(Rather Could be done only with previous Sanction of Govt. thro' C. R. B. If it had been done in each such case, there would have been no objection)

Whether sanction of Govt was obtained to promote C. Madhava Row match to the place of Fillet and again as Junior Fieldman, may be enquired as also whether he is still continuing in the Superior service.

yes. Evidently no such Sanction to be Seems to have been obtained. If so, Sanction may be required to be obtained if the Official is still Continuing in Superior Service)

2) D. Rama Rao, working as cooly was appoint

appointed as Store Clerk on Rs. 25/- in the Babbur Farm.

The promotion from Inferior to Superior Service and from Class to Class of appointments in the above instances is not in order.

III. Official Memorandum No. 111 dated the 10th August 1928/S.C. 372 of 1927-28.

1. H.S. Ranganna, Clerk, Biological Section - resigned - permanent vacancy,

2. B. Kesava Murthi Rao, Acting Clerk Agricultural School, Hebbal on Rs. 35/- and acting clerk on Rs. 45/- at Hebbal Farm - confirmed in the above vacancy on Rs. 35/-.

The confirmation is in not order. The vacancy should have been brought on the registers and advertised as a permanent one.

Full instructions have been given to the Office for the proper maintenance of the several registers and the classification of vacancies. It is hoped that the rules will be strictly followed in future.

Secretary
Central Recruitment
Board

B.Keshavamurti was confirmed i
vacancy of H.S.Ranganna, resigned, a
was all along a temporary
clerk from 12th February 1923
the senior most of acting men and th
released vacancy of temporary clerk
Rs.35/- Biological Section, was noti
as special vacancy No.1735 of 27-28 28-29.
appointment of K.Ramaswamy from amo
applications so received was made an
fact reported to the Secretary, Centr
Recruitment Board in the usual 'B' S
ment forwarded with this office lett
Roc.1336 Sc.372 of 27-28 dated 3rd Ma

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No.
1928.

The permanent vacancies ~~should be registered separately in Registers maintained exclusively for these and they should be disposed of in accordance with the rules of recruitment~~ they should not be utilised for confirming the acting officials as has been done in the present case, thereby keeping only temporary vacancies ~~only~~ for advertisement. This may perhaps be pointed out, along with the R. R. Rules.

9/11/47